



## Open Spaces Team Report - April-September 2022

### **Staffing**

The Open Spaces Team (OST) has been fully staffed during this period with recruitment of a 30hrs per week person who started in April 2022. Unfortunately, there has been some sickness with one person missing a few months due to an accident (outside work) and one other off for seven weeks.

### **Work Schedule**

The OST and CM continue to use a planned schedule which includes weekly, monthly and annual pre agreed tasks. Any new works are added to this during a weekly planning meeting. The OST are now completing the tidy up after summer and starting the Autumn/Winter maintenance and planting projects

Tasks they have completed since April include:

- Grass cutting/strimming/hedge cutting/litter picking/emptying of litter/ dog bins and carparks in Phillimore Recreation Ground, Letchmore Heath/Playground, Radlett Gardens, Tykeside, Scrubbits Wood, Aldenhams Green and in KGV, Salters Field, Picnic Field, Rose Field.
- Carry out daily inspections at Phillimore Recreation Ground which includes litter picking, Children's Playground, MUGA, Outdoor Gym equipment and Fir Spring Wood
- Open and clean daily Phillimore Recreation Ground Public Toilets
- Phillimore Recreation Ground did have a Graffiti/broken glass issue that carried on for several months there was constant graffiti on signage, litter bins, benches, play equipment, and the public toilets. With the help of the local Police this issue has now been resolved, and daily clearances of graffiti and broken glass was carried out
- Carry out weekly inspections at all the above sites and also check Wellhouse Dell, Cobden Hill Dell and Letchmore Heath Children's Playground.
- Carry out monthly inspections and strimming at Pegmire Lane and Gravel Allotments
- Maintain and clean x 5 notice boards and put up weekly notices, put banners up to advertise APC and other local events
- Allotments- Monthly inspection, clear fallen branches, cut plots and grass areas as required and carry out viewings for new plot holders
- Events – Installed beacon for Jubilee Celebration, as well as car parking duties on the 'Big Lunch' and support at the Summertime events in Phillimore Recreation Ground in August.
- Plant up Hanging Baskets/troughs for the High Street and the Radlett Centre, water/feed throughout the summer
- Plant up street planter's x 6 and maintain throughout the summer
- Throughout the summer, maintain/water newly planted two Lime Trees, and one Oak Tree in Salters Field, as well as 105 whips planted in the Picnic Field planted by local schools and the RYC (also assisted with this planting)
- Plant up raised beds at the Radlett Centre, cut back hedges/shrubs and clean car park on a weekly basis
- Queens Passing- Put up Union Jack at the Radlett Centre, Notices in all 5 notice boards, put up bunting at the High Street Memorial -remove flowers and recycled for compost



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- Carry out monthly inspection at the OST depot which include: Fire alarm, Fire extinguishers, Vehicle, First aid kits, Water Temperature and H&S checks
- Update COSH Risk Assessments
- Work on ensuring that APC retained its Green Flag status, as well as attending the Green Flag Hertfordshire Celebrations at St Albans Town Hall
- Community -- Fair Field School continue to visit Phillimore Recreation Ground, over the winter the school will be involved in the planting of trees and Bluebell bulbs in Fir Spring Wood. Hertsmeare Jewish Primary, Radlett Lodge, and St Johns School have all enjoyed the facilities at Phillimore Recreation Ground
- Our recycling figure show for the period of April-September we have collected a total of 74 tons (19 tons of grass, 4 tons of leaves, 46 tons of pruning's/hedges and 5 tons of branches) these are left in contained areas of the allotment car park and re-used by allotment holders for mulching. The pruning's are chipped and reused in PRG for planting/mulching purpose.

### Proposed Autumn/Winter 2022/23 work

- Reviewing the Open Spaces winter work programme with the Council Manager and updating this year's Green Flag Management plan

### Trees

- Plant 6 Scots Pine (1.5m in height) in Fir Spring Wood
- 105 Whips to be planted in KGV and Fir Spring Wood.
- Plant flowering trees as part of wildflower meadow, perimeter of Fir Spring Wood and at Tykeside.
- 14 native trees to be planted at section of Salters Field by Watling Street (1.5m in height) 7 by OST, 7 by Radlett Rotary as part of Queens Canopy.

### Fir Spring

- Manage bramble to more clearly outline footpaths
- Increase bluebells population by planting (with local schools) bulbs.
- Look to identify footpaths by using granite mix

### Phillimore Rec – Wildflower Meadow

- Cut back grass that has been allowed to grow during Spring/Summer and rake off
- With the input from contractor, prepare and plant some compartments with wildflower seeds.

### Scrubbitts Wood

- Work with FOSW on new management plan to ensure year 1 work carried out between both parties.
- Install new refuse bin at entrance to wood at Scrubbitts Park Rd end.
- Investigate how to restore hedge at Scrubbitts Park Rd end.

### KGV

- Carry out surveys for OPM and Goats Rue.
- In Salters Field remove Herras fencing where old entrance was created for MiddxCC matches where Salters Field used as car park, and plant new boundary fence and hedging.



## ALDENHAM PARISH COUNCIL

- Rose Field reduce blackthorn etc to open up view of the river.

### Radlett Gardens

- Remove boxed hedge as this is diseased.

### Tykeside

- Remove one shrubbery bed as this is at end of life, and prune back the other side.

### Letchmore Heath

- There is a problem with the pond regarding odours etc, CMS are currently drawing up a management plan for this which will come to council. As it is nearly 20 years since it was last drained, it will need to have the silt removed.
- The holly bush is to be removed and the lower branches of the Lime Tree removed.